

Bureau of Child Care Sanitation Inspection Guidelines for Family Child Care Homes

Introduction

The intent of the sanitation inspection guidelines is to help the family home caregiver understand the sanitation inspection process and reasons behind the sanitation requirements. Each sanitation requirement is designed to help the caregiver keep children healthy and safe. This guideline can be used as a reference before, during, and after your annual sanitation inspection.

These guidelines are organized in the same order as the *Sanitation Inspection Report* the inspector uses while visiting your facility. The sanitation requirement is found with the corresponding inspection report letter and number. Each sanitation requirement is followed by the applicable child care licensing rule number or rule governing food service sanitation number. A reason for the requirement follows. A general time frame for correcting a noncompliance is found at the end of each requirement.

The sanitation requirements are based on the following rules:

Licensing Rules for Family Child Homes

19 CSR 30-61.010-.230

Missouri Food Code; Sanitation of Food Establishments (1999)

19 CSR 20-1.025

Individual Sewage Treatment Standards

19 CSR 23-1.010 to 23-31.000 (4), 10 CSR 20-8.023 (DNR),
Chapter 701 RSMo 1986.

The sanitation requirements are also based on the following standards:

Caring for Our Children Health and Safety Guidelines **by the American Public Health Association and the American Academy of Pediatrics**

Environmental Health Guidelines for Child Care **by the National Environmental Health Association**

Inspection Report Requirements

A. GENERAL

1. Premises clean and free of unsanitary conditions

[19 CSR 30-61.085 (2) (A) 10]

This section addresses general sanitation requirements that are not specifically stated elsewhere in the rules. Although not specifically mentioned, these are conditions that could impact the health and welfare of the children.

- ◆ Children's personal items must be stored properly to prevent contamination
- ◆ Facilities must be kept clean throughout
- ◆ Areas that are not necessarily child care space must be kept clean and neat
- ◆ Animal feces must be cleared in the play yard and other parts of facility
- ◆ Children's bedding must be properly stored in order to avoid contamination
- ◆ Excess litter and unused items must be cleared from the premises
- ◆ Laundry rooms or air conditioning units may not drain into child care space
- ◆ Peeling paint (not lead based) must be scraped and cleaned up
- ◆ Ceilings, walls, floors must be kept clean and in good repair
- ◆ Any material used to repair cracks and tears on surfaces such as diapering surfaces or high chairs must leave the surface smooth and easy to be cleaned so as not to leave cracks, and collect dirt or germs

Reason

There are many conditions that can affect the health and welfare of the children, and even the caregivers. Areas that are not kept clean can also contribute to the spread of disease in a family home.

Correction Time Frame

Most of these issues can be corrected at the time of the inspection. Some conditions may be severe enough that the children's health can be affected if corrections are not made immediately. The time frame for correction is at the discretion of the inspector and depends on the potential impact to children.

2. Premises free of environmental hazards

[19 CSR 30-61.085 (1) (A)]

This is a general requirement, and addresses environmental hazards such as asbestos, carbon monoxide, gasoline odors, and the misuse of pesticides.

Asbestos

Over time, deteriorating asbestos puts small fibers into the air that can harm the lungs of children and may eventually cause lung cancer.

- ◆ Facilities with deteriorating asbestos (pipes wrapped with insulation that is loose, floor tiles that are cracked and chipped, etc) must be removed by a

person licensed to remove asbestos. This issue should be resolved as soon as it is detected, but within thirty (30) days of discovery

- ◆ Intact asbestos does not necessarily need to be removed, but will be monitored over the years for deterioration
- ◆ Before removal of any material that contains asbestos, and after the removal of deteriorating asbestos, the local inspector or BCC EPHS must be contacted
- ◆ Removal of asbestos by unlicensed individuals can cause asbestos to be released into the air and harm children

Carbon Monoxide

A colorless, odorless gas that is produced by all appliances that use gas. If carbon monoxide is vented into the building it can replace the oxygen in the body, and virtually suffocate

- ◆ All fuel burning appliances must be properly vented
- ◆ If the source of the hazard is known and the appliance is being used, the caregiver must immediately correct the situation or evacuate the premises (known as imminent danger)
- ◆ The BCC Specialists must be contacted for resolution of the situation
- ◆ The local fire district or the State fire marshal must be contacted for assistance

Gasoline Odor

- ◆ If a gasoline odor is present in the water, the provider shall stop using it immediately and use bottled water until further notice
- ◆ The Bureau of Child Care EPHS III should be contacted for resolution of the situation

Note: If gasoline concentrations are high enough in the water, the gasoline can dissipate into the air and become an air quality issue or a fire hazard.

Note: Due to many types of bottled water having no sodium or low sodium, infant formula may not be mixed with bottled water. Infants need sodium. Either bottled water with sodium must be used or formula must be prepared at home and sent with the children.

Pesticides

It must be remembered that pesticides not only affect insects but they also affect humans. Small children are particularly vulnerable to pesticides. Extreme caution should be used when dealing with pesticides. Only licensed professionals should be used.

When pesticides are used:

- ◆ Manufacturer's labeled instructions must be followed
- ◆ Pesticides must be used only after child care hours
- ◆ A professional pest control company is recommended
- ◆ Equipment and toys must be washed and rinsed after use of pesticides
- ◆ Pesticides for lice must be used according to manufacturer's directions

Reason

Environmental hazards such as asbestos and pesticides can cause long lasting, if not life long, effects on the health and welfare of the children and the provider.

Correction Time Frame

In general, correction should be immediate. In the case of asbestos, an inspection by a licensed individual must be conducted within thirty (30) days of discovery. Discussion between the provider and inspector can finalize date correction time frame.

3. No evidence of insects, spiders, rodents or pest harborage

[19 CSR 30-61.085]

- ◆ Insects and rodents can enter through very small openings in the home. All openings to the outside shall be sealed. Even cracks in the door must be kept to a minimum
- ◆ Large amounts of refuse and piles of building materials need to be eliminated, as they could become a hiding place for pests
- ◆ Areas where refuse is burned need to be kept clean
- ◆ If cockroaches, or other pests such as mice are present, a professional pest control operator must be used
- ◆ Chemicals and traps must be used with caution and not accessible to children

Reason

Pests such as mice and cockroaches can contribute to the spread of disease and also cause harm to the children. Pests can spread disease by contaminating food, food contact surfaces and other child contact items such as toys and books.

Correction Time Frame

Any visible filth created by the pests should be cleaned up within one day. It will take some time for a professional to rid the premises of the problem. Complete correction is expected within 30 days of the date observed with follow-up inspections to occur to determine if the correction is long term.

4. Well-ventilated, no evidence of mold, noxious or harmful odors

[19 CSR 30-61.085 (2) (A) 6.]

- ◆ Mold and odors must be eliminated from the bathroom by proper ventilation not by masking them with aerosol sprays
- ◆ Any new family child care home seeking licensure after October 31, 1998 must have mechanical ventilation in the bathrooms
- ◆ Kitchens may not have a build up of grease-laden vapors
- ◆ Mechanical ventilation may be required in facilities approved prior to October 31, 1998, if the present means of ventilation is not adequate to rid the bathroom of mold and odors
- ◆ Well-screened windows and doors in good repair may be used as a means of ventilation for bathrooms and kitchens in existing facilities

Reason

Molds can cause many upper respiratory ailments, and can cause asthma attacks. Some molds can cause severe respiratory illnesses. Since many diseases are airborne, poor ventilation will allow these airborne diseases to build up, and cause illness.

Correction Time Frame

Within 30 days of the observed defect.

5. Screens on windows and doors used for ventilation in good repair

[19 CSR 30-61.085(2) (A) 3.]

- ◆ All windows and doors that are opened must have screens
- ◆ The screens must be in good repair to prevent the entrance of pests

Reason

Flying insects such as flies carry germs that they transfer to food and utensils when they land on them.

Correction Time Frame

Within 30 days of the observed defect.

6. No indication of Lead Hazards

[19 CSR 30-61.095 (1) (A) 1., 19 CSR 30-61.095 (3)(A), 19 CSR 30-61.085 (2) (A) 7]

- ◆ If a lead evaluation suggests there may be a lead hazard in the home a licensed lead inspector must conduct a lead inspection
- ◆ If the local inspector or the BCC EPHS determines that lead is present in paint, soil, pottery, etc., the hazard must be eliminated
- ◆ Temporary measures to protect the child from the lead hazards must be followed as outlined
- ◆ A written plan of correction must be submitted to the local inspector, or the BCC EPHS
- ◆ The plan of correction must be able to eliminate the hazard permanently
- ◆ If lead is found on an initial inspection, the provider will not be licensed until the hazard is eliminated

Reason

Children can ingest lead by eating paint chips, or more commonly, from picking up dust laden with small particles of leaded paint. They can breathe the dust in or by getting the dust on their hands and then putting their hands into their mouth. Lead is distributed by the blood stream to red blood cells, soft tissue, and bone. It is eliminated from the body very slowly. Elevated levels of lead in the blood of children can cause slow development of the brain, and can delay growth. It can also contribute to Attention Deficit Disorder.

High blood levels in children causes vomiting, anemia, muscle pain, stunted growth patterns, and central nervous system damage.

Correction Time Frame

Interim measures to temporarily stop the exposure of the lead hazard to the children must be done immediately. A plan for permanent correction must be developed within 30 days. Permanent correction time frame depends on the severity of the hazard and the effectiveness of the temporary measures.

7. No toxic or dangerous plants accessible to children

[19 CSR 30-61.085 (1) (A) and (J)]

- ◆ Caregivers must be able to identify all plants in the child care space
- ◆ Poisonous and toxic plants must be made inaccessible to children
- ◆ If children have access to outdoor poisonous or dangerous plants an adult shall supervise the children at all times
- ◆ Dangerous plants or trees with thorns or spikes must be inaccessible to children

Reason

Poisoning by plants is the fourth leading cause of poisoning in young children. Many plants can cause extreme distress, illness, and death. Even the ever-present Philodendron is extremely harmful if ingested. The caregiver needs to be aware of the dangers and take precautions so children will not be harmed.

Correction Time Frame

No correction time frame is needed because the provider is completely responsible regarding the accessibility of poisonous or dangerous plants.

8. Medicines and other toxic agents not accessible to children and stored to prevent contamination of child contact items

[19 CSR 30-61.085 (1) (A) and (J)]

- ◆ These toxic agents may **not** be stored over/with food items or over food contact surfaces
- ◆ Medicines (family's or children's) must be kept separate from toxic chemicals
- ◆ Medicines to be stored in the refrigerator must be stored in a container with a lid or in zip lock bags
- ◆ Medicines may be stored in kitchen cabinets over food contact surfaces if in a spill proof container
- ◆ Toxic products must be stored behind child proof doors or in an area inaccessible to children

Reason

Children are particularly sensitive to toxic agents and medicines. A child that ingests even a small amount of one of these products can become very ill. Toxic agents and medicines must be stored so that if spilled, they will not spill onto food, food contact surfaces, or child contact items such as toys. Medicines shall not be stored on top of refrigerators because they can spill or leak onto foods when the refrigerator door opens and closes. Medicines stored with other toxic products could be contaminated by these other products. If refrigerated, medicines not in containers or bags, could spill and

contaminate the food items. Medicines and toxic products can also contaminate utensils and dishware if spilled.

Correction Time Frame

In most instances these products can be removed from the area in question during the inspection. If not possible to be moved during the inspection, or containers need to be purchased, then correction should be made within 72 hours.

9. All sinks with mixing faucets or combination faucets equipped with hot and cold running water under pressure

[19 CSR 20-1.025 {5-202.11; 5-202.12}]

- ◆ This means there can be separate hot and cold controls, but the water must be delivered for use through a common line
- ◆ Sinks with separate hot and cold running water faucets are prohibited

Reason

If sinks are not equipped with mixing faucets, the temperature of the water can not be mixed to ensure the optimum temperature is used to wash hands and utensils.

Correction Time Frame

Existing facilities that have not been previously notified regarding this requirement will have up to the next annual inspection to correct this noncompliance. Facilities that have been notified, facilities doing renovation or new facilities must have this noncompliance corrected before approval is given.

10. Hot water temperature at sinks accessible to children 100°F-120°F

[19 CSR 30- 61.085 (6)(B), 19 CSR 30-61.060 (1)(B)]

- ◆ The provider must always have hot water at these temperatures

Reason

Proper and timely hand washing helps to prevent disease. Hands are not properly washed without warm water. Water at temperatures of over 120° F can cause serious injury to the children. The range of 100-120° F will ensure that hands are properly washed and that the children will not be burnt.

The purpose of soap or detergent in the cleaning process is to loosen and remove dirt and germs from the surface being cleaned. Hot water enables the soap to do a job better. The hotter the water, the better soap is able to remove dirt and germs. Hot water also cuts through grease and oils allowing soap to remove dirt and germs. Even though the mixing faucet requirement helps the child to turn the water to a safe and effective level, younger children often do not have the ability to mix the water properly. Water temperatures over 120° F begin to damage skin. A child's skin is more sensitive and thinner than an adult's. Children's reaction times are also much slower than adults.

Correction Time Frames

Water heaters must be turned down immediately when the water temperature is discovered to be above 120°F. Temperatures under 100° F shall be corrected within thirty (30) days of the date observed. Any facility in noncompliance with water temperatures for three consecutive inspections in one year (i.e. annual, reinspection, and second reinspection) must install a BCC approved in-line hot water tempering device. Also, any facility in noncompliance with water temperatures three consecutive annual inspections (i.e. in 1998, 1999, 2000 where first annual inspection the water temperature is found in noncompliance but found in compliance upon reinspection) must install a BCC approved in-line hot water tempering device to control temperatures.

11. Pets free of disease communicable to man.

[19 CSR 30-61.085 (4)(A) through (F)]

- ◆ Pets must have all vaccinations required by local ordinance
- ◆ Pets must be routinely checked for diseases by a licensed veterinarian
- ◆ If symptoms of illness like diarrhea and watering eyes are observed, the provider must isolate the pet from the children until a veterinarian examines the pet

Reason

Animals can transmit several diseases to children and adults. The provider needs to insure their pets are healthy and have had all vaccinations.

Correction Time Frame

Ill pets must be isolated from children immediately upon discovery of an illness. Ill pets cannot have access to the child care space until a veterinarian's written statement determines the pet is not a risk to the children. Proof of compliance with local ordinance must be within thirty (30) days of the date observed.

12. Pet living quarters clean, and well maintained

[19 CSR 30-61.085 (1) (A), 19 CSR 30-61.085 (4) (C) and (E)]

- ◆ Providers must keep animal cages and litter boxes clean
- ◆ Cages shall be easy to clean
- ◆ Providers must clean bird cages daily
- ◆ Providers shall not clean cages in hand or utensil washing sinks or sinks that are accessible to children

Reason

The bodily waste of animals can carry disease. Clean animal quarters reduce the potential for the spread of disease. Washing animal quarters in utensil washing sinks or hand sinks contaminates the sink and could spread disease.

Correction Time Frame

Pet's living quarters must be cleaned within 24 hours or removed from the premises.

13. Reptiles are prohibited on the premises. Birds of the Parrot Family tested for Psittacosis

[19 CSR 30-61.085 (4)(A) through (F)]

- ◆ All pets of the reptile family shall be removed from the entire premises unless the presence of the reptile has been approved through the variance process.
- ◆ Caregivers shall have birds of the parrot family tested for psittacosis.
- ◆ If new birds are introduced to the facility, all birds shall be tested for psittacosis.
- ◆ If the birds test positive for psittacosis, the birds shall remain in quarantine and be re-tested.

Reason

Reptiles may carry strains of salmonella (a lower stomach and bowel illness) that are not active and may become active at another time. Other reptiles may be infected with disease causing germs but are not showing any signs of illness. Testing reptiles for salmonella often does not indicate infection because the disease can lay dormant until the animal experiences stress. Children can become ill from the reptiles even if they don't touch the reptile directly. They can pick up the germs by touching other objects that another person that handles the reptile touched.

Psittacosis (an upper respiratory disease) can be transmitted to humans from Parrots and can result in severe illness or death in immuno-suppressed individuals (the very young and the elderly): it is also an airborne illness. If an infected bird is in the same building, the disease can be transmitted to any of the building's inhabitants through the air.

Correction Time Frame

Reptiles shall be removed from the facility and testing of Parrots must be completed within thirty (30) days of the notification date. Birds testing positive for Psittacosis shall be removed from the premises immediately, and remain removed until test results are negative.

14. Swimming/wading pools filtered, treated, tested, and water quality records maintained. Meets local codes

[19 CSR 30-61.085 (3) (B)]

- ◆ Providers must maintain water quality and proper chlorination
- ◆ Swimming and wading pools must have adequate filtration systems
- ◆ The pools must be clean
- ◆ It is the provider's responsibility to ensure the water quality meets local or state standards at all times. Testing must be conducted as needed. Daily logs shall be kept of water quality checks
- ◆ Infants must wear adequate protective clothing to ensure that fecal contamination is prevented
- ◆ Swimming and wading pools must meet the water quality standards in MDOH's Guide for the Design and Operation of Public Swimming Pools and any local code that applies

Reason

Improperly maintained water quality in swimming and wading pools can lead to the spread of disease. Disease causing germs can survive in water that does not have the appropriate chlorine levels. It is important to maintain the proper chlorine levels because chlorine kills many disease causing germs. Other diseases, such as giardia, are not killed by chlorine. These germs are filtered out by the filtration system.

Correction Time Frame

No swimming pool or wading pool can be used without a filtration system. Use of the swimming pool and wading pool without a filtration system must be discontinued upon notification. Water quality is to be maintained at all times. Swimming Pools with low chlorine levels can not be used until chlorine levels are within standards.

B. WATER SUPPLY

1. Community Water Supply, Non-community or Private

[19 CSR 30-61.190 (1)(H)]

Water supplies must meet the requirements as defined by DNR in 10 CSR 23-1.030 (1) (A) and (B), (4), and (7)

High hazard cross connections are prohibited.

Examples:

- ◆ A garden hose connected to a chemical dispensing aspirator
- ◆ A mop sink with hoses attached to fill mop buckets
- ◆ Providers must comply with local codes concerning cross connections

Examples of non-high hazard cross connections:

- ◆ A sink or bath tub faucet that extends below the floor rim of the sink or bath tub
- ◆ A kitchen sink spray nozzle below the flood rim of the sink
- ◆ Any threaded faucet to which a hose can attach
- ◆ Water supplies must be constructed to prevent contamination
- ◆ Water supplies must meet MDOH-BCC Requirements and local requirements
- ◆ The provider must make other provisions if the water supplies are contaminated

Reason

Contaminated water can lead to disease or poisoning. Therefore, all water supplies must be protected from possible contamination.

Correction Time Frame

Contaminated water (whether bacterial or chemical) cannot be consumed by children. New facilities' water systems must be inspected, tested and approved by the inspector before the license can be issued. Existing facilities are permitted to use bottled water for no more than thirty (30) days. The provider must supply three liters of bottled water per child per day or bring all water to a rolling boil for three minutes before consumed.

C. SEWAGE

1. Providers must meet all state and local sewage regulations

[19 CSR 30-61.085 (1)(D)]

- ◆ Community sewage systems are regulated by DNR
- ◆ Private sewage systems are regulated by the MDOH/Local regulations
- ◆ Private sewage systems with surfacing or improperly treated sewage accessible to the children are prohibited
- ◆ Blocked waste water drain lines must be repaired immediately
- ◆ Providers may not operate if clogged or broken main sewage lines cannot be repaired by temporary measures

Reason

Malfunctioning septic systems can spread disease and are a hazard to the children in care. Sewage, if not treated and properly contained, can contaminate drinking water supplies. Pets may track through the sewage and then jump up on the children. If close to the area, malfunctioning sewage systems can contaminate play equipment such as balls.

Correction Time Frames

Facilities with plumbing that is nonfunctional in the house can not operate. Facilities that have sewage surfacing in or around the play area can not let the children play in the area and must have the system fixed within thirty (30) days. Systems that do not pose a direct hazard to the children may have several months to repair the system. Correction time frame depends on the time of year and the condition of the soil.

D. HYGIENE

1. Caregivers and children wash hands using soap, warm running water, and sanitary hand drying methods

[19 CSR 30-61.185 (60)(A) and (6).

- ◆ Soap and paper towels shall be furnished at the hand sinks
- ◆ Kitchen wiping cloths shall not be used to dry hands
- ◆ Hand sinks must always be provided with hot water

Reason

Proper hand washing techniques help prevent disease. Germs are not killed by hand washing. The germs are flushed away. While the soap lifts the germs from hands, the warm water flushes them away. Scrubbing for 15 to 20 seconds is effective. Scrub between fingers and over back of the hands and wrists. The more soap you use the better, and the longer you scrub, the better. Turn the water off using a paper towel.

Using cloth towels more than once for hand drying, will re-contaminate hands. Paper towels help to prevent the hands from becoming contaminated after the hands are washed.

Correction Time Frame

Soap, running water, and paper towels should be on hand at all times. Correction should be made at time of inspection. Repairing water heaters or water lines to hand sinks, must be done within thirty (30) days, of the date observed.

2. Caregivers and children wash hands after toileting, diapering, assisting with toileting and nose blowing; before preparing food; after handling raw food, cleaning and sanitizing, outdoor play, handling animals, smoking and as necessary

[19 CSR 30-61.185 (6) (A) and (B)]

- ◆ The caregiver must wash hands whenever there is a change of activity
- ◆ Allow 15 to 20 seconds for proper hand washing
- ◆ The children must be taught to wash their hands properly and when to wash their hands
- ◆ The caregiver and children needs to turn off the faucets with a paper towel
- ◆ If the caregiver uses plastic gloves during diapering, they must discard the used gloves after each child is diapered and wash their hands
- ◆ After being diapered, the child's hands must be cleaned
- ◆ Disinfectant gels may not be used in place of hand washing except during outdoor play and on field trip
- ◆ The caregiver must wash their hands after each diapering

Reason

Frequent and proper hand washing prevents the spread of disease. If the caregiver does not wash her hands properly after diapering, diseases such as shigella, and Hepatitis A may be passed through food and drink. Young children often do not show

the symptoms of disease but could still pass the disease through their (stool) feces without anyone knowing. Raw foods are often contaminated with disease causing germs. If the caregiver does not wash the hands after handling these foods, the germs could be passed to cooked foods.

Correction Time Frame

Proper hand washing shall be done at all times. Follow-up trips to the facility can be conducted at the discretion of the inspector.

3. An empty sink available in kitchen to wash hands during food preparation

[19 CSR 30-61.185 (6)(A) and (B)]

- ◆ During food preparation, the caregiver must leave a sink completely free to wash hands
- ◆ The sink shall be equipped with soap, warm running water and paper towels
- ◆ Before using the sink for dishwashing, the provider must clean the sink using hot water and dish detergent

Reason

During food preparation, it is essential that the caregiver have a sink to wash the hands without having to leave the kitchen. If the caregiver cannot wash her hands at the time she needs to, then she could possibly contaminate the food she is preparing. If the sink is not washed before washing dishes, then possible contamination to the dishware could occur.

Correction Time Frame

If two sinks are available in the kitchen, complying with this requirement is a matter of process and can be corrected at the time of inspection. If an existing facility does not have two sinks located in the kitchen, a period of no more than 1 year is allowed for the second sink to be installed after notification.

4. Hand sink with warm running water accessible at all times to wash hands after using the bathroom and diapering

[19 CSR 30-61.185 (6) (A) and (B)]

- ◆ The caregiver may not use the sinks in the kitchen to wash their hands after using the bathroom and diapering
- ◆ The hand sink must always be supplied with soap, warm running water and paper towels
- ◆ Children must have a hand sink accessible to them after going to the bathroom

Reason

In order to prevent contamination of food and children's items, a hand sink must be accessible and convenient after the caregiver and the children have gone to the bathroom or after diapering has occurred.

Correction Time Frames

Repairs to bathroom hand washing sinks and installation of sinks must be completed within thirty (30) days of the date observed. A new facility must have a sink installed before being licensed.

5. Personnel preparing food shall be free of infection

[19 CSR 30-61.125 (1)(J)]

- ◆ Caregivers with diarrheal illnesses shall not prepare or serve food for the children
- ◆ Caregivers with areas of infection on the hands shall wear protective gloves or be prohibited from preparing and serving food

Reason

Germs such as E.Coli naturally occur in the stomach and bowels of humans. If passed through the stool (feces) to food, illness can occur. Other types of germs are present in open wounds and cuts and can be passed to the food causing illness. Employees with mild colds may prepare food if strict hand washing and sanitation practices are done.

Correction Time Frames

Any ill employee should not be allowed to prepare food at any time. The employee should be given duties that will eliminate the possibility of food being contaminated or should be sent home. Since caregivers also have close contact with children it is recommended that they not come in contact with children when ill.

E. FOOD PROTECTION

1. Food from an approved source and in sound condition; no excessively dented cans

[19 CSR 30-61.190 (1) (I), 19 CSR 20-1.025 {3-101.11; 3-201.11; 3-202.15; 3-501.17}]

- ◆ Fresh fruits and vegetables from the garden must be washed and stored properly
- ◆ If the cans of food are dented at home, they must be used immediately
- ◆ Eggs must be purchased from a retail store with a valid egg license (e.g. grocery store)
- ◆ Meats, poultry and fish shall be purchased from an inspected facility

Reason

Food must be protected at every step of the process. If foods are purchased from an unapproved source, the caregiver can not be assured that the food has been handled properly. Excessively dented cans can produce botulism if the seal has been broken.

Correction Time Frame

Any food that is not from an approved source or is not edible because it is souring or rotting shall be discarded immediately.

2. No use of home canned food. No unpasteurized milk

[19 CSR 30-61.190 (1) (I), 19 CSR 20-1.025 {3-201.12; 3-201.13; 3-202.14 (B)}]

- ◆ Home canned foods no matter who prepared them are prohibited
- ◆ The caregiver may serve only pasteurized milk to the children

Reason

Illnesses such as botulism have been associated with home canned foods. Home canning may not seal the foods tightly. Unpasteurized milk has also been associated with illness.

Correction Time Frames

It is recognized that home canned foods may be present in the family child care home. The intent of this requirement is to prevent it from being served to the children in care. The practice of serving these items to the children in care shall stop as soon as the inspector makes notification on the inspection report.

3. If meals are served, kitchens shall have adequate equipment to store, serve and prepare food safely with a minimum of a stove or other cooking equipment sized to meet the needs of the facility, a two-compartment sink with hot and cold running water; and a refrigerator

[19 CSR 30-61.085 (D)(2)]

- ◆ The caregiver must have a two compartment sink even if they are using a dishwasher—one for hand washing and one for food preparation

- ◆ If the caregiver is having the food catered but washing utensils, a two compartment sink is still required
- ◆ The heating equipment must be adequate enough to heat all the food thoroughly
- ◆ Foods cooked in a microwave must be cooked to an internal temperature of 25 °F higher than foods prepared on conventional stoves
- ◆ Microwaves being used to hold hot foods must be provided with a heat temperature probe
- ◆ Crockpots may not be used for cooking or re-heating food
- ◆ Crockpots may be used to keep foods hot once they have been heated to the proper temperature
- ◆ Refrigerators may not be overloaded. Putting too much in the refrigerator blocks the airflow and does not allow it to cool properly
- ◆ Refrigerators must be kept clean

Reasons

In order to prevent food from causing illness, adequate and proper kitchen equipment must be used. Inadequate cooking and/or cooling are the prime reasons for getting sick from eating food.

Microwaves cook food unevenly and the food could have areas that contain disease-causing germs. If food was not cooked to the proper temperatures to kill the germs, they may cause illness when consumed.

Crockpots allow the temperatures of food to stay in the danger zones for extended periods of time. During this time disease causing germs have time to grow to numbers that can cause illness when food is eaten.

Correction Time Frame

Any food that is not cooked or cooled properly shall not be served to the children. Re-inspections may be made at the discretion of the inspector to ensure food is being prepared and stored properly. In most cases the inspection would take place within one week.

4. Ground beef cooked to 155° F, poultry cooked to 165° F, pork to 150° F, and all other foods cooked to at least 140° F. All hot food stored at 140° F or above

[19 CSR 20-1.025{3-401.11 (A); 3-501.16 (A)}]

- ◆ Caregivers shall insure that these temperatures are maintained.

Note: Children can be harmed by food that is too hot. Potentially hazardous foods reaching the required temperatures and served within thirty (30) minutes of preparation, can be allowed to cool to 120° F.

Reason

Certain types of potentially hazardous foods have harmful germs that are unique to them; as in the case of ground beef. This germ is E. Coli. Different temperatures will affect each type of germ differently. Each of the temperatures mentioned above are

the minimums required to kill the harmful germs present in each type of potentially hazardous foods. By maintaining these temperatures at all times, the risk of food borne illness is reduced.

Correction Time Frames

Same correction time frames as for E3.

5. Precooked food reheated to 165° F.

[19 CSR 30-61.190 (1) (I), 19 CSR 20-1.025 {3-403.11}]

The caregiver must observe this rule at all times.

Examples of precooked foods are:

- ◆ Chili, Pizza, Chicken Nuggets, Casseroles, and Fish Sticks
- ◆ Food prepared, and then cooled for consumption later

Reason

Harmful germs may have grown in numbers during the cooling and storage times. Temperatures of 165° F. insure that these germs are killed.

Correction Time Frames

Same as E3

6. Food requiring refrigeration stored at 41° F. or below

[19 CSR 20-1.025 {3-501.16 (B)}, 19 CSR 30-61.190 (1) (I)]

The caregiver must observe this rule at all times.

Reason

An increasing number of germs can grow to numbers that cause disease at temperatures of around 45° F. Potentially hazardous foods stored at 41° F or below ensure that disease-causing germs will not grow to numbers that will cause a food borne illness. This requirement has to do with food that must be kept below 41°F and is not in a refrigerator. Examples would be catered food, or when the provider serves lunch while on a field trip. Cold food must be maintained at a temperature at or below the requirement.

Correction Time Frame

Any cold food stored at temperatures above 41° F shall not be served to the children in care.

7. Refrigerator temperatures at 41° F or below, accessible readable thermometer required. Foods in freezers frozen solid

[19 CSR 20-1.025 {3-501.16 (B); 4-204.112; 4-203.12; 3-501.11}, 19 CSR 30-60.190(1)(I)]

- ◆ A thermometer accurate within a plus or minus 3° F. shall be placed in the warmest area of the refrigerator
- ◆ It shall be numerically-scaled
- ◆ It must be placed where it can be read at all times

- ◆ The refrigerator shall not be overcrowded nor have paper or foil placed on the shelves
- ◆ The refrigerator cooling coils shall be kept clean

Reason

A thermometer placed in the refrigerator will indicate if the refrigerator is properly cooling. An overcrowded refrigerator, or one with aluminum foil or paper placed on the shelves, will not allow air to flow properly, and hot foods will not cool quickly to the appropriate temperatures. If the coils are not kept clean, the refrigerator has to work harder to maintain temperatures.

Correction Time Frames

The correction time frame depends on how far the actual refrigerator temperature is from the requirement. Temperatures more than 5° (degrees) above the requirement shall be corrected immediately. Temperatures 5° or less are an indication that the refrigerator is overloaded, in need of some type of maintenance or on the verge of breaking down. Temperatures within this range must be corrected within thirty (30) days or before the annual expiration date.

8. Metal stemmed thermometer reading 0 - 220° F. in 2° increments for checking food temperatures

[19 CSR 20-1.025 {4-302.12}, 19 CSR 30-61.090 (1) (I)]

- ◆ Caregivers must use the thermometer to check hot and cold foods during preparation to ensure that proper temperatures have been reached, and during storage to ensure that temperatures are being maintained
- ◆ Meat thermometers shall not be used to check food temperatures

Reason

As meat thermometers do not register temperatures of 41° F. or below, caregivers would not be able to check the temperatures of cold foods. In addition, meat thermometers are not usually accurate within plus or minus 2° F. The stem of the thermometer must be metal so that the food would not be contaminated by glass and mercury if broken.

Correction Time Frame

Thermometers must be obtained within thirty (30) days or before the annual expiration date. The provider may send proof of purchase to the local inspector instead of a re-inspection being made.

9. Food and food related items and utensils, covered and stored to prevent contamination by pests, toxic agents, cleaning agents, water drain lines, medicines, dust and other foods

[19 CSR 20-1.025 {3-301; 3-302; 3-303; 3-304; 3-305; 3-306; 3-307},
19 CSR 30-61.090 (1) (I)]

- ◆ Foods shall be stored in air tight containers
- ◆ Foods shall be stored above medicines, toxic products and cleaning products

- ◆ Food and food related items (e.g. utensils, pots and pans, single service items) shall not be stored water lines, drain lines, sewage lines or under kitchen sinks
- ◆ Food containers must be stored off the floor
- ◆ Cooked foods or foods needing no further preparation shall not be stored under raw foods such as meats

Reason

Food products must be protected from possible contamination. If raw meats are stored above cooked food products, blood could spill over onto the cooked foods and contaminate them with harmful germs. Food products packaged in cardboard or light plastic and stored on the floor; could be contaminated by mice or other pests. Food preparation utensils could also be contaminated if not stored properly.

Correction Time Frame

Food found to be contaminated shall not be served to the children in care. Most storage/contamination issues can be resolved at the time of notification.

10. Food, toxic agents, cleaning agents, and medicines not in their original containers shall be properly labeled

[19 CSR 20-1.025 {3-602.11; 7-101.11; 7-102.11; 7-201.11}, 19 CSR 30061.090 (1)]

- ◆ All food containers, cleaning and toxic products, and medicines must be clearly labeled as to the contents if not easily recognizable.

Reason

Many food products such as salt and sugar appear the same. Also many cleaning products, toxic products and medicines look like water. Some food items have an unmistakable identity such as macaroni, rice and do not need to be labeled.

Correction Time Frame

Within 30 days or before the annual expiration date.

11. No food stored or prepared in diapering areas or bathrooms

[19 CSR 20-1.025 {3-304.11; 3-305.12}, 19 CSR 30-61.175 (1) (E) 8, 19 CSR 30-61.090 (1) (I)]

- ◆ Caregivers shall prepare food in areas separate from diapering areas or the bathroom.
- ◆ Soiled diapers may not be stored in the kitchen.
- ◆ Items such as children's toys, pacifiers, cups, and clean clothing may not be stored in the diapering area or bathroom.
- ◆ Staff shall clean and sanitize the bathroom daily.

Note: clean clothing may be stored accessible to the provider when changing diapers but cannot be stored on the diapering surface or in a manner that allows contamination.

Note: Water for drinking may be drawn in a family home bathroom. Drinking cups may be stored in the bathroom if they are single service cups stored in a dispenser to protect the cups from contamination. The dispenser shall be approved by the department.

Note: Toothbrushes may also be stored the bathroom. They must be personally labeled. They must be air dried after use and stored so the toothbrushes don't touch each other and are not contaminated

Correction Time Frames

At the time of inspection.

12. Food stored in food grade containers only.

[19 CSR 20-1.025 {2-401.11}, 19 CSR 30-61.090 (1) (I)]

Food grade containers are made of safe materials that will not deteriorate from normal washing, and use. They do not let chemical compounds from the container migrate into foods. Any food container with the National Sanitation Foundation (NSF) seal on it can be used. Other containers can be re-used if they are made of a durable material and withstand the washing process without deteriorating. Cool Whip containers, plastic ice cream containers butter tubs and other such durable food containers are examples. They can be used to store food if they remain in good condition and are not pitted, scratched, cracked or in deteriorating condition.

Reason

Some containers are made of materials that are not stable. Chemicals can migrate into the food and are then ingested by the children and cause adverse health affects. Other containers get scratches and become pitted or cracked. When this happens the food debris remains in the cracks and pits and cannot be cleaned properly. These containers must be discarded when not in good condition.

Correction Time Frames

All containers not suitable for the storage of food must not be used. The container and its contents must be discarded at the time of notification.

13. Food thawed under refrigeration, below 70° F running water, or in a microwave if part of the cooking process.

[19 CSR 20-1.025 {3-501.13}, 19 CSR 30-61.090 (1) (I)]

Food thawed under refrigeration, below 70° F running water or in a microwave if part of the cooking process.

Reason

At temperatures below 41° F disease causing germs do not grow. The practice of thawing food at room temperature allows disease causing organisms to grow to numbers that can cause illness. It is critical that providers use 1 of the 3 accepted methods for thawing frozen food.

NOTE: When food is thawed in the refrigerator, advanced planning is needed in order to thaw the food in a timely manner. When running water is used, there must be enough water velocity to agitate and float off loose food particles into the overflow. Microwaves can be used for thawing if the thawing process is part of the continuous cooking process in the microwave or a conventional oven.

CORRECTION TIME FRAMES

Any food found to be improperly thawed, must be discarded at the time of the inspection.

14. No animals in the food preparation or storage areas:

[19 CSR 20-1.025 {6.501115}, 19 CSR 30-61.085 (4) (A), 19 CSR 30-61.090 (1) (I)]

Reason

Animals in the food preparation area increase the risk that food can be contaminated with filth and disease causing germs. Animals must be excluded from the food preparation area during times of food preparation. All food contact surfaces must be washed, rinsed and sanitized if an animal has been in the food preparation area prior to food preparation.

CORRECTION TIME FRAMES

At the time of inspection.

15. No eating, smoking or drinking during food preparation

[19 CSR 20-010 (9) (C)]

- ◆ These activities shall not be done while the provider is preparing food for the children.
- ◆ Caregivers must wash their hands after doing these activities

Note: Using cups with straws and tight fitting lids is allowed

Reason

The hand to mouth action of eating, drinking, or smoking increases the risk that food can become contaminated by harmful germs from the mouth of the caregiver. Food also could become contaminated by ashes from the cigarette. The caregiver needs to be careful not to handle the straw frequently, especially the area where the mouth has been.

Correction Time Frame

At time of inspection.

16. Food served and not eaten shall not be re-served to the children in care

[19 CSR 20-010 (6)(F), 19 CSR 30-61.090 (1)(I)]

- ◆ Food served family style (placed on the table) and not eaten shall not be re-served to the children
- ◆ If milk is served in a pitcher and left on the table, it must be thrown away.

- ◆ Any uncovered foods on the table (e.g. margarine, etc) may not be served again to the children

Note: Food prepared and **not** served (not placed on the table) to the children may be served at a later time if time and temperature requirements are maintained. Leftover foods from the table may be served to family if so desired. Milk in half gallon or gallon jugs, if time and temperature requirements are met, may be used the next day for drinking.

Reason

Foods served family style have a high risk of contamination from the children. Also while sitting out, food is not being kept at the proper temperature. Remember hot food should be kept hot and cold foods should be kept cold. This keeps the harmful germs that may be on food from growing to numbers that will make the children sick.

Correction Time Frames

At time of inspection.

F. CLEANING AND SANITIZING

1. Food Utensils washed, rinsed and air dried

[19 CSR 20-1.025 {4-601.11}]

- ◆ The caregiver must observe the procedure at all times
- ◆ The caregiver may use a domestic dishwasher
- ◆ Cloths may not be used to dry dishes and utensils

Reason

Dishes not washed properly in hot, soapy water and then rinsed in hot, clean water can leave harmful germs on the dishes and utensils. When the dishes and utensils are used again, harmful germs can make the children ill. Cloth towels can become contaminated with harmful germs. If used to dry dishes and utensils, the cloth towels could deposit the harmful germs on the dishes and utensils.

Correction Time Frame

Dish and utensil washing procedures can be changed at the time of inspection. A re-inspection may be conducted at the discretion of the inspector.

2. Single service items used only once

[19 CSR 20-1.025 {4.502.13 (A)}]

- ◆ Caregivers must only use plastic forks, plastic or foam plates and plastic cups one time
- ◆ Single use aluminum pie pans may not be used over and over

Reason

Single service items such as styrofoam, plastic utensils and aluminum pie pans are not designed to be washed and reused. These items become pitted, scratched and cracked. Washing pitted and cracked utensils will not remove food particles and bacteria effectively.

Correction Time Frame

At the time of inspection.

3. Food contact surfaces cleaned in place are washed, rinsed and sanitized with approved sanitizers

[19 CSR 20-1.025 {4-702.10; 4-702.11; 4-703.11}, 19 CSR 30-61.090 (1) (I)]

- ◆ Counter tops used to prepare food and table tops used to serve food shall be washed, rinsed and sanitized
- ◆ The recommended sanitizing solution is a diluted mixture of chlorine bleach and water. For clean-in-place methods, the mixture should be at least one hundred (100) parts per million and no more than two hundred (200) parts per million.

One teaspoon of bleach to a gallon of water will meet this rate. Quaternary ammonias can also be used as a sanitizer if it is mixed and used according to labeled instructions.

Note: The BCC recognizes that other literature available to the provider contains several different measurements (1 tablespoon, 2 tablespoons, 1/3 cup per gallon of water, etc.) to achieve an acceptable sanitizing solution. The above BCC measurements have been determined to be effective in killing germs while being nontoxic to children and safe to be used in child care areas. A teaspoon per gallon of water to achieve 100 to 200 part per million is based on the Food and Drug Administration's regulations and standard laboratory procedures and measurements.

- ◆ Sanitizers which strengths cannot be tested with chemical test strips and/or that contain deodorizers can not be used.

Note: Products that contain phenol compounds like some Lysol products are not approved for use on food contact surfaces and shall not be used on infant and toddler items.

Reason

Surfaces and equipment that can not be immersed, washed, rinsed, and air-dried must also be free of contaminants. To ensure these surfaces are clean and safe, a sanitizing step is required. Sanitizers must be free of added chemicals to reduce the child's exposure to toxic chemicals. Many over the counter products intended for use in the kitchen cannot be tested using chemical test strips to determine the strength of the solution. Products containing phenol compounds have been known to cause severe illnesses and death in infants and toddlers.

Caregivers must use caution when choosing a sanitizing product. The Environmental Protection Agency classifies all sanitizers as pesticides. If the wrong product is used or is mixed too strong, it could be toxic to the children in care. Young children absorb chemicals into their bodies through their skin easier than older children and adults. Because of their small body size, a small amount of any chemical has a much greater affect on them than on adults.

Correction Time Frame

At time of inspection. A reinspection may be conducted within thirty (30) days at the discretion of the inspector.

4. Infant/toddler toys washed, rinsed and air dried after contact with body fluids, when soiled or at least daily

[19 CSR 30-61.095 (2) (C) 1.]

- ◆ Wash water must be clean
- ◆ Toys used by infants and toddlers that are too large to wash in the sink shall be washed, rinsed and sanitized in place
- ◆ Use of sanitizers with phenol compounds (some Lysol products) are not to be used on infant and toddler toys

- ◆ Read the label of the products you use
- ◆ Any compound with the letters “phene” or “phenol” should not be used
- ◆ Drying cloths may not be used

Reason

Communicable diseases can be transmitted from child to child if toys are contaminated with feces, saliva, mucous and vomit. Small children have poor hygiene habits and may place toys into their mouths.

Caregivers must use caution when choosing a sanitizing product. The Environmental Protection Agency classifies all sanitizers as pesticides. If the wrong product is used or is mixed too strong, it could be toxic to the children in care. Young children absorb chemicals into their bodies through their skin easier than older children and adults. Because of their small body size, a small amount of any chemical has a much greater affect on them than on adults.

Correction Time Frames

At time of inspection. A re-inspection may be scheduled at the discretion of the inspector.

5. Diapering surface and potty chairs washed, rinsed and sanitized after each use with approved agents

[19 CSR 30-61.085 (2) (C) 2., 19 CSR 30-61.175 (1) (E) 1.]

- ◆ Utensil washing sinks shall not be used to wash, rinse and sanitize potty chairs
- ◆ After each use, the diapering surface must be cleaned using the three step method
- ◆ The surfaces of diapering surfaces shall be in good repair; they must be smooth, easily cleaned and free of cracks, tears, and holes

Note: Duct tape is not to be used to repair diapering surfaces.

- ◆ Products containing phenol compounds shall not be used to clean and sanitize these items
- ◆ Potty chairs must be kept in the bathroom

Note: While the seat portion of the potty chair must be washed, rinsed and sanitized in place, the bottom portion need only be emptied, rinsed clean and sprayed with a sanitizing solution.

Reason

Diapering surfaces and potty chairs can become contaminated with disease from feces. The diseases can be carried from one child to other children. If a child is ill and the diaper is changed, or the potty chair is used without sanitizing in between uses, illness can be transmitted from one child to the next.

Caregivers must use caution when choosing a sanitizing product. All sanitizers are classified as a pesticide. If the wrong product is used, or is mixed too strong, it could be toxic to children. Young children absorb chemicals into their bodies easier than

older children and adults. Because of their small body size, a small amount of any chemical has a much greater affect on them than adults.

6. Test kits available to check proper concentration of sanitizing solutions
[19 CSR 20-1.010 (13) (O)]

- ◆ The caregiver must always have test kits on hand
- ◆ The sanitizing solution shall be tested every day
- ◆ Chlorine test solutions shall be one hundred (100) to two hundred (200) parts per million

Note: One teaspoon of bleach to a gallon of water.

- ◆ Quaternary Ammonia solutions must be two hundred (two) parts per million at all times.

Reason

Test strips ensure that the sanitizing solution is at the right strength. If the solution is not at the right strength, then either it can not kill disease-causing germs; if too weak, or if too strong, it could be toxic to the children.

Correction Time Frame

Within thirty (30) days or before the annual expiration date. The caregiver can mail a receipt to the inspector showing the purchase of the test strips.

7. Soiled laundry stored and handled in a manner which does not contaminate food and food related items and contact items

- ◆ Soiled laundry shall not be stored in the kitchen or food storage areas
- ◆ Soiled laundry shall be stored in containers
- ◆ The provider must wash hands after handling soiled laundry

Reason

Soiled laundry may be handled in a way that food or food contact surfaces or other child care items can become contaminated. The food, food contact surfaces and other child care items can then transfer disease-causing germs to the children.

Correction Time Frame

At the time of inspection.

G. REFUSE DISPOSAL

1. Adequate number of containers

[19 CSR 20-1.025 {5-501.115; 5-502.11}]

- ◆ There shall be a sufficient number of refuse containers at the child care home to hold all the garbage and refuse produced by the home

Reason

Overflowing containers are an attractant to pests. The overflow could spread disease. Children are also attracted to refuse containers.

Correction Time Frame

Within thirty (30) days or before the annual expiration date.

2. Clean, nonabsorbent, insect and rodent proof

[19 CSR 20-1.025 {5-501.13; 5-501.110; 5-501.111}]

- ◆ Refuse containers shall be made of a durable nonabsorbent material
- ◆ They shall be cleaned regularly to prevent odors and becoming an attractant to insects
- ◆ Refuse containers shall be in good condition and free of cracks and holes

Reason

Refuse containers are a high source of contamination. Unless they are kept clean and in good condition, pests can gain access to the contents and spread disease.

Correction Time Frame

Within thirty (30) days or before the annual expiration date.

3. Outside refuse containers covered at all times

[19 CSR 20-1.025 {5-501.15 (A); 5-501.112 (A); 5-501.113}]

- ◆ Outside storage containers shall be covered with tight fitting lids
- ◆ The use of unprotected plastic and paper bags for storage of refuse outside is prohibited

Reason

Unprotected refuse attracts pests, pets, and vermin.

Correction Time Frame

Within thirty (30) days or before the annual expiration date.

4. Inside refuse containers covered when in not in use or accessible to children

[19 CSR 30-61.085 (1)(A)]

- ◆ Full refuse containers shall be emptied or covered with a tight fitting lid

- ◆ When not in use, they shall be covered with a tight fitting lid
- ◆ Refuse containers in the infant and toddler areas shall be covered if they are accessible to the children
- ◆ Soiled diaper containers shall be covered at all times

Reason

Uncovered containers are an attractant to flies, etc. In children's areas, especially the infant and toddler areas, the children are attracted to refuse containers. Soiled diaper containers are a source of disease.

Correction Time Frame

Within thirty (30) days or before the annual expiration date.

5. Soiled diapers stored in solid, nonabsorbent container with tight fitting lid located in the diapering area

[19 CSR 30-61.175 (1) (E) 6.]

- ◆ Soiled diapers shall be immediately be placed in an airtight container located in the diaper changing area
- ◆ Diaper containers shall not be stored in the food preparation area
- ◆ The container shall be emptied, washed, rinsed, and sanitized at the end of each day
- ◆ The container shall not be sanitized in a utensil washing sink
- ◆ Cloth diapers shall be stored in airtight plastic bags and removed from the home daily

Reason

If not handled properly, soiled diapers can lead to the spread of disease. Tight fitting lids prevent odors from escaping and young children from accessing the contents of the containers. So as to not attract pests overnight, soiled diapers must be removed from the inside premises.

Correction Time Frame

Within thirty (30) days or before the annual expiration date.